



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Meeting Minutes

Board of Trustees

Tuesday, August 23, 2022

6:30 PM

Board Room

Public Comment Link: <https://bit.ly/0823BOT>

I. Call Meeting to Order and Pledge of Allegiance

Mayor Pro Tem Loflin called the meeting to order at 6:32 p.m.

II. Roll Call

Present: 6 - Mayor Pro Tem Loflin
Trustee Baer
Trustee Bell
Trustee Harrison
Trustee Hoback
Trustee Sawusch

Absent: 1 - Mayor Brooks

III. Approval of the Agenda

Mayor Pro Tem Loflin asked that the Executive Session scheduled for tonight be moved off the agenda and scheduled for a time when all Board of Trustee members are present.

Trustee Bell made a motion to approve the agenda as amended. Trustee Sawusch seconded the motion. The motion passed by the following vote at 6:33 p.m.

Ayes 6 - Mayor Pro Tem Loflin
Trustee Baer
Trustee Bell
Trustee Harrison
Trustee Hoback
Trustee Sawusch

Absent 1 - Mayor Brooks

IV. Consent Agenda

[22-301](#)

Approval of the August 9, 2002, Board of Trustees Regular Meeting Minutes

Attachments: [08-09-2022 BOT Minutes](#)

[22-279](#)

A Resolution of the Board of Trustees of the Town of Erie Approving an

Application for an Energy Impact Assistance Fund Grant from the Department of Local Affairs (DOLA) for Energy Performance Contracting

Attachments: [Resolution 22-99](#)

[Application](#)

[Project List and Estimates](#)

[22-300](#)

A Resolution of the Board of Trustees of the Town of Erie Approving the Fifth Amendment to Consulting Agreement with Leonard Rice Consulting Water Engineers, Inc for the Water Supply Planning Project

Attachments: [Resolution 22-96](#)

[Water Supply Planning - Fifth Amendment](#)

[22-310](#)

A Resolution of the Board of Trustees of the Town of Erie Approving a License Agreement with Western Area Power Administration for the Erie Parkway Reuse Waterline Project

Attachments: [Resolution 22-100](#)

[WAPA License Agreement](#)

[Vicinity Map](#)

[22-326](#)

A Resolution of the Board of Trustees of the Town of Erie Approving Intergovernmental Agreements with Boulder County and Weld County for the November 8, 2022 Coordinated Election

Attachments: [Resolution 22-105 IGAs for Coordinated Election Services](#)

[2022 Boulder County IGA](#)

[2022 Weld County IGA](#)

[22-318](#)

A Resolution of the Board of Trustees of the Town of Erie Approving a Construction Contract with Renner Sports Surfaces for the Replacement of the Arapahoe Ridge Park Tennis Courts

Attachments: [Resolution 22-101](#)

[Construction Contract - Renner Sports Surfaces](#)

[Quote - Renner Sports Surfaces](#)

[22-319](#)

A Resolution of the Board of Trustees of the Town of Erie Approving a Construction Contract with Churchich Recreation, LLC for Construction of Shelters at the Coal Creek Disc Golf Course and the Singletrack Trails at Sunset Open Space

Attachments: [Resolution 22-102](#)

[Construction Contract - Churchich Recreation, LLC](#)

[Quote - Churchich Recreation, LLC](#)

[22-327](#)

A Resolution of the Board of Trustees of the Town of Erie Approving a Development Agreement, Consenting to the Assignment of the Development Agreement, and Accepting Dedications as Shown on the Final Plat for the Erie Four Corners Filing No. 1 Subdivision

Attachments: [Resolution No. 22-106](#)
[Erie Four Corners Subdivision Filing No. 1](#)
[Development Agreement](#)
[DA Consent to Assign-A081922](#)
[DA Assign-A081922](#)

Trustee Harrison made a motion to approve the Consent Agenda. Trustee Baer seconded the motion. The motion passed by the following vote at 6:35 p.m.

V. Public Comment On Non-Agenda Items

Mayor Pro Tem Loflin read the Public Comment Rules and opened Public Comment at 6:35 p.m.

The following spoke:

1. Josh van Auken spoke about many dead trees within the Town.
2. Dennis Crooks spoke about Single Hauler.

With no additional speakers, Public Comment closed at 6:42 p.m.

VI. General Business

[22-325](#)

A Resolution of the Board of Trustees of the Town of Erie Submitting the Ballot Question to Form a Home Rule Charter Commission to the Town's Registered Electors at the November 8, 2022 Special Election, and Listing Candidates for the Charter Commission

Attachments: [Resolution 22-104](#)
[2nd Election Notice](#)

Trustee Sawusch made a motion to approve Resolution 22-104. Trustee Harrison seconded the motion. The motion passed by the following vote at 6:44 p.m.

Ayes 6 - Mayor Pro Tem Loflin
Trustee Baer
Trustee Bell
Trustee Harrison
Trustee Hoback
Trustee Sawusch

Absent 1 - Mayor Brooks

[22-304](#)

A Resolution of the Board of Trustees of the Town of Erie Approving the Language for the Trails, Natural Areas, and Community Character Ballot

Measure

Attachments: [November tax ballot question-R081522](#)

[TNACC Increase-R081922](#)

Patrick Hammer, Director of Parks and Recreation, presented the item at 6:45 p.m.

Bob Braudes, Open Space and Trails Advisory Board Chair, presented on behalf of OSTAB at 6:46 p.m.

Trustee Harrison made a motion to approve Resolution 22-103. Trustee Bell seconded the motion. The motion passed by the following vote at 7:02 p.m.

Ayes 6 - Mayor Pro Tem Loflin
Trustee Baer
Trustee Bell
Trustee Harrison
Trustee Hoback
Trustee Sawusch

Absent 1 - Mayor Brooks

[22-315](#)

PUBLIC HEARING: A Resolution of the Board of Trustees of the Town of Erie Approving the Erie Highlands Preliminary Plat No. 5 with Conditions

Attachments: [1. Resolution 22-97](#)

[3. Proposed Preliminary Plat](#)

[4. Staff Report](#)

[5. Application and Narrative](#)

[6. Other Applicant Materials 1 - Title Commitment, ALTA, and Legal Documents](#)

[7. Other Applicant Materials 2 - Reports Part 1](#)

[8. Other Applicant Materials 3 - Reports Part 2](#)

[9. Other Applicant Materials 4 - Engineering Plans](#)

[10. Other Applicant Materials 5 - Landscape Plans and Other Exhibits](#)

[11. Other Applicant Materials 6 - Peltier Well Letter](#)

[12. Referral Comments](#)

[13. Neighborhood Meeting Summaries](#)

[14. Notifications](#)

[15. Erie Highlands PUD Zoning Map Amendment No 3](#)

[16. Staff Presentation](#)

[17. Applicant Presentation](#)

[18. Sewer Line Reimbursements Email & Attachments](#)

[19. Response to Sewer Line Reimbursements Email & Attachments](#)

Mayor Pro Tem Loflin opened the Public Hearing at 7:04 p.m.

Shannon Moeller, Senior Planner, presented the item at 7:04 p.m.

The following spoke:

1. Ken Iverson
2. Dennis Crooks
3. Kimee Wilkey
4. Jimmy New

The Public Hearing closed at 7:49 p.m.

Trustee Harrison made a motion to approve Resolution 22-97. Trustee Bell seconded the motion. The motion passed by the following vote at 7:54 p.m.

Ayes 5 - Trustee Baer
Trustee Bell
Trustee Harrison
Trustee Hoback
Trustee Sawusch

Nayes 1 - Mayor Pro Tem Loflin

Absent 1 - Mayor Brooks

[22-308](#)

PUBLIC HEARING: An Ordinance of the Board of Trustees of the Town of Erie Approving Amendment No. 3 to the Parkdale Planned Unit Development

Attachments: [3. BOT Ordinance No. 18-2022](#)
[2. PC Resolution P22-05](#)
[6. Application and Narrative](#)
[1. Staff Report](#)
[4. Existing Parkdale PUD Overlay Map](#)
[5. Proposed PUD Overlay Map Amendment No. 3](#)
[7. Other Applicant Materials](#)
[8. Neighborhood Meeting Summary](#)
[9. Referral Agency Comments](#)
[10. Notifications](#)
[11. Applicant Presentation](#)
[12. Staff Presentation](#)

Mayor Pro Tem Loflin opened the Public Hearing opened at 7:56 p.m.

Audem Gonzales, Senior Planner, presented the item at 7:57 p.m.

John Prestwich, Applicant with OEO, LLC, presented at 8:07 p.m.

With no speakers, the Public Hearing closed at 8:15 p.m.

Trustee Bell made a motion to approve Ordinance 18-2022. Trustee Baer seconded the motion. The motion passed by the following vote at 8:17 p.m.

Ayes 6 - Mayor Pro Tem Loflin
Trustee Baer
Trustee Bell
Trustee Harrison
Trustee Hoback
Trustee Sawusch

Absent 1 - Mayor Brooks

[22-317](#)

PUBLIC HEARING: A Resolution of the Board of Trustees of the Town of Erie Approving a Certificate of Appropriateness for the Farm House Rehabilitation Project at Schofield Farm

Attachments: [Resolution 22-98](#)
[HPAB Recommendation](#)
[Certificate of Appropriateness Application](#)

Mayor Pro Tem Loflin opened the Public Hearing at 8:19 p.m.

Mike Turner, Historic Preservation Advisory Board Chair, presented the item at 8:19 p.m.

With no speakers, the Public Hearing closed at 8:23 p.m.

Trustee Baer made a motion to approve Resolution 22-96. Trustee Hoback seconded the motion. The motion passed by the following vote at 8:24 p.m.

Ayes 6 - Mayor Pro Tem Loflin
Trustee Baer
Trustee Bell
Trustee Harrison
Trustee Hoback
Trustee Sawusch

Absent 1 - Mayor Brooks

VII. Staff Reports

[22-274](#)

Planning & Development Monthly Report

Attachments: [Planning & Development Monthly Report - Combined June & July 2022](#)

[22-313](#)

Public Works Monthly Report

Attachments: [Monthly Report](#)

[22-321](#)

Planning and Development Metrics Tracking Bi-Annual Report

Attachments: [1. Metrics Tracking Bi-Annual Report](#)

VIII. Board Member Reports and Announcements

Board members spoke about Passing Hats, Outstanding Resident Award, Boulder County tax for multi-modal transportation, Farmers Market extended through September 15, 2022, Nostalgic Erie Car Meet, recognizing Chief Stewart and staff for their involvement in Soaring Heights, residents running for the Home Rule Charter Commission, Tree Diversity Tours with Town Forester at Erie Community Park, Single Hauler RFP and reminder of Back to School speed zones.

Sarah Nurmela, Director of Planning and Development introduced Carlos Hernandez, the Town's new Principal Transportation Planner.

IX. Executive Session

[22-282](#)

Executive Session for the purposes of discussion of a personnel matter not involving any specific employees who have requested discussion of the matter in open session, any member of this body or any elected official, the appointment of any person to fill an office of this body or of an elected official, or personnel policies that do not require the discussion of matters personal to particular employees, pursuant to C.R.S. § 24-6-402(4)(f), concerning a performance evaluation of the Town Administrator.

Mayor Pro Tem Loflin asked that the Executive Session scheduled for tonight be moved off the agenda and scheduled for a time when all Board of Trustee members are present.

X. Adjournment

Mayor Pro Tem Loflin adjourned the meeting at 8:38 p.m.

Approved _____
Mayor

Attest _____
Town Clerk